

**Village of Warburg:**

Minutes of a Regular Meeting of the Council of the Village of Warburg held Tuesday, April 14, 2020 in the Basement of the Warburg Municipal Office.

**Call to Order**

Mayor K. Maine called the meeting to order at 7:00 p.m. with the following in attendance.

**COUNCIL members PRESENT at commencement:**

Kevin Maine	Mayor
Tina Smith	Deputy Mayor
Dwayne Mayr	Councillor
Ivan Laing	Councillor
Steven Swartz	Councillor

Present from Administration:  
Christine Pankewitz    Municipal Administrator

**Acceptance of Agenda**

The Chairman called for additions/deletions/changes to the agenda.

R7409-04-20

I. Laing MOVED:  
That the agenda be adopted as circulated with the addition of 6. n) roads and 6. o) Social Media.

Carried

**3. Adoption of Previous Minutes**

The Chairman called for confirmation of the minutes of the following Council Meeting:

- a) March 9, 2020 Regular Meeting
- b) March 23, 2020 Regular Meeting

R7410-04-20

**D. Mayr MOVED:**  
That the minutes of our March 9, 2020 be amended to correct Resolution #7384-02-20 to read That Bylaw #168/20 be amended to include Part 2 s. 11. "Notwithstanding s. 9, a person may harbor more than two (2) cats where the cats were in residence prior to the date of this Bylaw and that all cats are to be licensed"; and that our March 23, 2020 Regular Meeting be approved.

Carried

**4. Delegations/Public Hearings**

**a) Donnelly & Co. LLP – Pel San Chan**

R7411-04-20

K. Maine MOVED:  
That the Consolidated Financial Statements For the Year Ended December 31, 2019, the Report of the Auditor, Letter of Representation, the Municipal Financial Information Return and the Parks, Recreation and Cultural Service Areas of Mutual Benefit to Rural and Urban Residents for the Year Ended December 31, 2019 be approved as presented by Ms. Chan and that the Capital Assets be amended on the Financial Statement to reflect the Arena addition.

carried

**b) LRHF – Nancy Laing**

7412-04-20

T. Smith MOVED:  
That the Leduc Regional Housing Foundation as presented by Nancy Laing by phone conference be accepted as information.

Carried

**5. Financial**

**a) Financial Statement to February 29, 2020**

R7413-04-20

D. Mayr MOVED:  
That the Financial Statement to February 29, 2020 be received as information.

Carried

6. **New Business**

- R7414-04-20      **a) Tax Sale Deferred to September 30<sup>th</sup>, 2020**  
T. Smith MOVED:  
That the Village of Warburg defer the Tax Sale Date from June 30<sup>th</sup>, 2020 to September 30<sup>th</sup>, 2020.  
  
Carried
- R7415-04-20      **b) Development Permit Application**  
D. Mayr MOVED:  
That the Village of Warburg extend the existing truck parking permit #VOW10 for an additional 6 months.  
  
Carried
- R7416-04-20      I. Laing MOVED:  
That after consideration of the Application for Development and Building Permit #01/20 the Village of Warburg Council refuse the application as a mobile home is not included as a permitted or discretionary use in the residential zone.  
  
Carried
- R7417-04-20      **c) Resident request for 3 dogs**  
K. Maine MOVED:  
That the Village of Warburg deny the request to have 3 dogs as per Bylaw #99/10.  
  
Carried
- R7418-04-20      **d) Leduc & Area VTRA Protocol**  
T. Smith MOVED:  
That the Village of Warburg sign the updated Leduc and Area Regional Collaborative Service Delivery Violence Threat Risk Assessment Community Protocol.  
  
Carried
- R7419-04-20      **e) Grassroots Community Sport Grant**  
K. Maine MOVED:  
That administration forward the information in regards to the Grassroots Community Sport Innovation Challenge Grant to the school and broadcast it to the community.  
  
Carried
- R7420-04-20      **f) Plexiglass at front counter**  
D. Mayr MOVED:  
That the Village does not install plexiglass barriers at the front counter as per the request at this time, due to the front office being closed to the public, and that the Village purchase protective face shields and have them available for the staff that choose to use them.  
  
Carried
- R7421-04-20      **g) Policy #8/91 Sewage Disposal**  
T. Smith MOVED:  
That the Village of Warburg approve Policy #8/91 titled Sewage Disposal.  
  
Carried
- R7422-04-20      **h) AUMA's Electricity Aggregation**  
K. Maine MOVED:  
That the Village of Warburg approve and sign the Electrical Aggregation Authorization Form under the AMSC Energy Program.  
  
Carried
- R7423-04-20      **i) Nurse Practitioner Support Program**  
D. Mayr MOVED:  
That the Village of Warburg send a thank you letter to the Leduc County for their generous financial support for the hiring of a medical office assistant located in Thorsby and Warburg.  
  
Carried

- R7424-04-20      **j) Policy #92/20 – Workplace Violence**  
D. Mayr MOVED:  
That Policy #92/20 be tabled.  
  
carried
- R7425-04-20      **k) Policy #46/06 – Advertise for Committee/Board Members**  
D. Mayr MOVED:  
That the Village of Warburg Council approve Policy #46/06 and 46/06B as amended.  
  
Carried
- R7426-04-20      **l) GFL Contract Expires on September 30, 2020**  
D. Mayr MOVED:  
That the Village of Warburg work with the 39/20 Alliance to renegotiate the waste disposal contract.  
  
Carried
- R7427-04-20      **m) Grant (Arena and/or Paving Projects)**  
K. Maine MOVED:  
That the Village of Warburg apply for a grant offered through the Provincial Government for the Arena Project and the Paving Project.  
  
Carried
- R7428-04-20      **n) Roads**  
I. Laing MOVED:  
That the Village of Warburg take immediate steps to restrict heavy trucks to access 51<sup>st</sup> Street Avenue from 51<sup>st</sup> Street to 53<sup>rd</sup> Street.  
  
Carried
- R7429-04-20      **o) Social Media**  
D. Mayr MOVED:  
That the Village allocate a minimum of 1 hour per week to update social media and designate a staff member to complete the updates.  
  
Carried

**7. Committee Reports**

- R7430-04-20      T. Smith MOVED:  
That the following written and verbal reports be received as information:  
a) Ag Society  
b) FCSS Meeting  
c) Arena Board  
d) Staff Meeting as DEM  
e) EMRB Workshop (Broadband)  
f) Library  
g) Violence Risk Assessment  
h) CREPP Meeting + Phone Conference X3  
i) AEMA Phone Conference X2  
j) AHS Phone Conference  
k) POC Phone Conference X3  
l) Alberta Council Phone Conference  
m) AUMA Phone Conference  
  
Carried

**8. CAO Report**

R7431-04-20 T. Smith MOVED:  
That Administrator Pankewitz's March report be received as information.

Carried

**9. Correspondence**

R7432-04-20 T. Smith MOVED:  
That the following correspondence be received as information:  
a) Utility Payment Deferral  
b) Letter from Lieutenant-Governor  
c) Rick Bastow Farewell & New Contact  
d) 2019 LRHF Financial Statements

carried

**10. Closed Session – Section 19 (1) of the FOIP Act**

R7433-04-20 K. Maine MOVED we go into closed session at 10:08 p.m.

Carried

R7434-04-20 K. Maine MOVED that Council revert to regular session at 10:46 p.m.

Carried

**Adjournment**

R7435-04-20 K. Maine MOVED:  
That the Council meeting be adjourned at 10:46 p.m.

Carried

These minutes approved this 11<sup>th</sup> day of May 2020.

  
\_\_\_\_\_  
Mayor Kevin Maine

  
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Christine Pankewitz  
Municipal Administrator